

Minutes of Meeting
Department of Communication Arts
Monday, October 30th, 1967.

In Attendance: Father John E. O'Brien, S.J., Chairman ✓
Dr. John Buell ✓
Father M. Gervais, S.J. ○
Dr. M. Malik ○
Mr. R. Dolinsky ✓
Mrs. G. Valaskakis. ✓

Absent: Mr. Don Clark ✓
Mr. Charles Gagnon ○

Excused: Mr. M. Slade. 7475511-263 (6976822) ✓

The meeting was called to order at 2:45 p.m. by the Chairman.
Discussion of topics proceeded according to the minutes of the last meeting.

Academic Requirements: Pre-registration this Spring looks feasible.
Discussion of academic requirements for our Department is tabled until a later meeting.

Registration: complete computerized class lists for each course should be out this week. Faculty should check respective lists and notify the Chairman of any mistakes. Fr. Gervais should take care of receiving the \$10.00 fee to be required of non-majors taking his film course.

January Symposium: Dr. Malik. Four public sessions are being planned for January to discuss students' Expo projects. Specific organization will be discussed at a later meeting.

Calendar Correction: The school calendar has been corrected to show January 10 as the last day of the first term. Examinations will follow immediately thereafter. Winter carnival will take place the first week of February, and the students have requested the last week of January as well. These dates will affect the scheduling of the Expo symposium.

Monitor: Dr. Buell proposed that the twenty-eight students in his writing class, working in two teams, put out two 8-page Monitor papers so that the students will experience this in addition to their radio and TV work. The project will cost \$716.00. Mr. Dolinsky will supply a list of those from whom the Department has bought equipment since August. These firms will be asked for "good will" ads to help defray the cost of the project.

Grants: The Chairman suggested each faculty member meet Mr. Cozens, with an eye to future projects in our Department, write up all ideas for grants and submit them. Points of interest: McGill has received a \$150,000. grant to do an Expo project in conjunction with the National Film Board; the Federal government is interested in Program Research; the National Film Board is interested in our new studio complex.

Film Lending Library: The library now has 69 films on deposit. This presents a good opportunity to request a grant for future purchases. The Chairman asked Dr. Buell to have two articles written to publicize our Film Lending Library, as only 15 films have been drawn since September first. Dr. Buell will get articles into the Loyola News, the Monitor, and possibly the Montreal Star. The possibility of visiting film professors was suggested by Fr. Gervais; another opportunity to apply for a grant.

Record Library: Mrs. Valaskakis asked particulars about Loyola's Record Library. It was suggested anyone interested see Katherine Waters.

Scholarships: The Chairman mentioned that suggestions for Wilson Grants are due. Fourth year students Cosman and Scanlan are our only possibilities. It was decided that, since their overall records are not outstanding, no one be suggested this year.

It is hoped that in the future, the Department's Advisory Committee will present:

- (1) internships for students during the summer between their 3rd and 4th year.
- (2) scholarships for students
- (3) fellowships for graduate study

New Senate Committees: The new Senate committees have been announced. Dr. Buell and Fr. O'Brien are on the Committee for Visiting Lecturers; Dr. Buell is Chairman at present. The faculty should suggest possible speakers to them. The Chairman, Fr. O'Brien, is also a member of the Curriculum Committee.

Student Representation in University Government: Forms have been sent out to all faculty and Department Chairmen to access feeling on this issue. It was decided that professors would answer respective questionnaires individually, and that the departmental query would be answered as follows:-

- (1) Do you want student participation in Departmental meetings? - NO.
- (2) Have you discussed the possibility? - YES.
- (3) What was the response? - NO.
- (4) What students might you include? - SPECIAL STUDENTS.
- (5) Would you consider having unofficial meetings outside Departmental meetings? - YES.

The discussion that followed produced the following ideas:-

- (1) we must take the initiative in opening up faculty-student dialogue
- (2) if we allow one or two students to attend faculty meetings, the effect will be separate meetings to discuss purely faculty issues

- (3) departmental seminars could be given by professors for the particular interest of 4th year and special students
- (4) informal lunches with discussion could be scheduled every week in the new building.
- (5) the Communication Arts Guild could be approached on the idea of holding two departmental meetings each semester, including both students and professors.
- (6) informal contact between faculty and students will be an automatic result of the new building situation.

The discussion prompted the following decisions:-

- (i) a luncheon "get together" of faculty and students will be scheduled for Tuesday, November 7 from 1 to 2 p.m. in the West Dining Room. Bring your own sandwiches, and coffee will be available, hopefully supplied by the Comm. Arts Guild. All students from the department will be invited to this informal lunch. If the numbers are staggering, specific invitations will be issued in the future.
- (ii) the Comm.Arts Guild will be approached regarding the possibility of "Departmental" meetings with students and faculty twice each semester.
- (iii) faculty meetings will be closed to students for the present.

Library: The Chairman pointed out that our library budget is an exact figure. If individual department members wish books, they must be ordered through the library, and then drawn upon arrival.

The paperback bookstore is to have a selection of all Communication Arts books. These should be suggested to Mrs. Valaskakis immediately to complete the section by mid-November. A rather complete bibliography is available in her office.

Mr. Clark has a budget of \$1,100. for records and these can be ordered from the International Record Shop at a 20% discount. Anyone wishing records can order through Miss Paris, but must inform Mr. Clark.

Curriculum Vitae: all faculty should get forms from Miss Paris and Turn in vitae to the Public Relations Office and the Chairman within a week. To have a picture taken, make an appointment with Bazildon Studios through the Public Relations office.

Course Films: suggestions were made regarding informing faculty of our film showings. Since the department spends about \$100. per week for film rental, it could increase the reviewing audience through publicity or a second showing of course movies. Fr. Gervais pointed out that space limitations present the former now. The latter will be discussed further at another meeting.

Space Requirements: the Chairman suggested that the faculty think about future department space requirements. This issue will be tabled until a later meeting.

Retrospective Library Fund: the Department's library collection now includes 7 or 8 film journals. Notable runs include:-

Cahier du Cinema 1957-1967
Film Quarterly 1946-1966
Journal of Broadcasting 1956-1964
Parliamentary Commission on Broadcasting 1952-1967
Television Magazine
Broadcasting Magazine
National Education Broadcasting Journal

These are either on microfilm or to be found in the Serials Room in the Vanier Library, or Reference Collection.

Plagiarism: the Senate has appointed an Ad Hoc Committee to discuss this problem. The recommendations of this Committee have been printed and will be sent to each faculty member for comment before being returned to the Chairman.

Bryan Building Telephone System: In the new building, three offices will have direct telephone lines; 4 will be connected through Miss Paris' office. This will keep four lines open into the Department at all times. Offices will be assigned by the Chairman, with consideration for an individuals' need of telephone communication.

The Departmental intercom system will include offices; faculty will be able to reach all offices and studio control rooms by dialing or using the intercom.

Comm.Arts Guild Office: a small interior office in the Bryan Building will be assigned to the Comm. Arts Guild, for use by them and students doing projects. This office telephone will be padlocked when not in use to combat the problem of unauthorized long distance calls. At a later date, it is hoped this office will be converted into a combined seminar room and departmental library.

Future Faculty Meetings: it was suggested that the Chairman call ad hoc faculty meetings when necessary in the future.

Bryan Building: tentative dates for the completion of the building are as follows:-

November 10 - furniture moved in
November 15 - faculty moved in

Western Festival: a general discussion of the Western Festival ended the meeting. Fr. Gervais stated that the Main Auditorium has been reserved for afternoon and evening sessions on December 4, 5, 7 and 8. The present schedule includes: John Ford's Rio Bravo, Anthony Mann's The Naked Spur and Howard Hawkes' My Darling Clementine. He discussed

/ plans for general publicity and decoration: projections and photographs in foyer, publicity at McGill, Sir George, and the University of Montreal. The sessions will be open to the public, but a specific public will be sought.

In the near future, decisions regarding the involvement of the department as a whole must be made. Will all Comm. Arts classes be cancelled for the afternoon sessions? Will individual professors present an aspect of the Western for general discussion?

It was suggested that Fr. Gervais explore the possibility of inviting a Western film director through the Visiting Lecturers Committee. He will present this to the Committee. Names suggested included Howard Hawkes and John Ford. The possibility of including sociologists, actors and others for discussion of the films was also proposed.

The meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Gail Valaskakis

G. Valaskakis (Mrs.)

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